

CITY OF OAK CREEK WATER & SEWER UTILITY

OFFICIAL NOTICE

PLEASE TAKE NOTICE that the Water and Sewer Utility Commission will meet at the Oak Creek Water & Sewer Utility, 170 West Drexel Avenue, Oak Creek, Wisconsin, 53154 on Tuesday, March 13, 2018, at 9:00 am.

The purpose of this meeting will be to discuss the topics listed on the attached agenda.

It is possible that members of and possibly a quorum of members of our governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

PUBLIC NOTICE

Please Note: Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the Oak Creek City Clerk at 414-766-7023 or write to the ADA Coordinator at the Health Department, City Hall, 8040 South 6th Street, Oak Creek, Wisconsin, 53154.

DATED, at Oak Creek, Wisconsin, this the 8th day of March, 2018.

/s/ Michael J. Sullivan
General Manager

A G E N D A
WATER AND SEWER UTILITY COMMISSIONERS
CITY OF OAK CREEK

| <u>TIME</u> | <u>DATE</u> | <u>LOCATION</u> |
|-------------|---------------------------|---|
| 9:00 am | Tuesday March 13, 2018 | Headquarters Building 170 West Drexel Avenue |

1.0 OPENING OF MEETING

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 02-13-18

2.0 CLOSED SESSION

- 2.1 Closed session in accordance with Section 19.85 (1) (c) (e) and (g) of the Wisconsin State Statutes for the following purpose:
 - A. Water Quality Improvement Project
 - B. Franklin Water Sales Agreement Extension
 - C. 2018 Management Wage Adjustments

3.0 PROJECT APPROVALS

- 3.1 Glen Crossing Addition #1 Phase II Water and Sewer
- 3.2 East Brooke Reserve Water and Sewer

4.0 MISCELLANEOUS MATTERS

- 4.1 Award Puetz Road Water Main Relay
- 4.2 Meter Replacement Bids-Plant

5.0 FINANCIAL MATTERS

- 5.1 Project Payment Approval
- 5.2 Voucher Approval
- 5.3 Utility Investments

6.0 ADMINISTRATIVE & OPERATIONS REPORTS

- 6.1 Aldermanic Report
- 6.2 Administrative Operations Report
- 6.3 Engineering Operations Report
- 6.4 Distribution Operations Report
- 6.5 Plant Operations Report
- 6.6 Manager's Report

7.0 ADJOURN



March 5, 2018

Ronald J. Pritzlaff, P.E., Utility Engineer
Oak Creek Water & Sewer Utility
170 W. Drexel Avenue
Oak Creek, WI 53154

Re: Utility Commission Approval Requests for March 2018
City of Oak Creek Project Nos. 17055 & 17064

Dear Mr. Pritzlaff:

Please review and have the Utility Commission act on this project at its next regularly scheduled meeting.

Phase 2 of the Glen Crossings Addition #1 subdivision at 8400 S. Nighthawk Trail. This will add new public water main and sanitary sewer to serve 19 Lots.

Project No. 17056 Phase 2 of Glen Crossings Addition #1 (Developer Funded)

Water main

1,298 LF of 8" C-900 PVC water main
4 EA 8" Valves
4 EA Hydrants and valves
19 EA 1 ¼" Laterals (643 LF)

Appurtenances

Connection to existing water main
Estimated project cost \$160,000

Sanitary Sewer

1,007 LF of 8" SDR-35 PVC sanitary sewer
8 EA 48" Precast Concrete Manholes
19 EA 6" PVC Laterals (636 LF)

Connection to existing sanitary

Appurtenances

Estimated project cost \$137,000

The proposed East Brooke Preserve subdivision will add public water main and sanitary sewer. This development is located at 9349 S. Nicholson Road and 1200 E Ryan Road. The project will be phased in 2 stages and consist of 73 lots.

Project No 17064 East Brooke Preserve (Developer Funded)

Phase 1 water main

2,072 LF of 8" C-900 PVC water main
5 EA Hydrants and valves
6 EA 8" Valves
36 EA 1 ¼" Lateral (1,328 LF)
Appurtenances
Connection to existing water main
Estimated project cost \$252,000

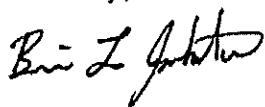
Phase 2 water main
2,345 LF of 8" C-900 water main
7 EA Hydrants and valves
5 EA 8" Valves
37 EA 1 ¼" Lateral (1,328 LF)
Appurtenances
Connection to existing water main
Estimated project cost \$281,000

Phase 1 Sanitary Sewer
1,175 LF of 8" SDR-35 PVC Sanitary
1,478 LF of 8" C-900 PVC Sanitary
15 EA 48" Precast Manhole
36 EA 6" PVC Laterals (1,344 LF)
26 EA 6" Riser (250 VF)
Appurtenances
Connection to existing sanitary
Estimated project cost \$511,000

Phase 2 Sanitary Sewer
2,260 LF of 8" SDR-35 PVC Sanitary
15 EA 48" Precast Manhole
37 EA 6" PVC Laterals (1,323 LF)
28 EA 6" PVC Riser (94.5 VF)
Appurtenances
Connection to existing sanitary
Estimated project cost \$339,000

If you have any questions, please call me at (414) 766-7038. Thank you for your prompt attention to this matter.

Sincerely,



Brian L. Johnston, P.E.
Assistant City Engineer

Memorandum

To: General Manager Sullivan
CC: OCWSU Commissioners
From: Plant Manager Francis
Date: 3/2/2018
Re: Meter Replacements

The following flow meters were identified in the 2018 CIP for replacement:

Treatment plant 30-inch west effluent flow meter

22nd St. pump station 16-inch effluent flow meter

Treatment plant east backwash 20-inch flow meter and control valve

Bidder

JF Ahern \$77,350.00

Butters-Fetting \$84,000.00

2018 CIP budget \$105,000.00

Recommended bid \$77,350.00

ADMINISTRATIVE OPERATIONS

February 2018

Year End:

Accounting Supervisor Stenzel and staff are working on closing out the financial records for the year 2017. This process involves reconciling several accounts and preparing workpapers to facilitate the year-end audit. All departments help with closing out projects and conducting inventories. The financial audit is scheduled for March 22 and 23.

Meeting:

Accounting Supervisor Stenzel attended a Wisconsin Section of the American Water Works Association Management Committee meeting on February 12 at the Madison Metropolitan Sewerage District.

Workload:

Other administrative tasks included the following:

1. Added 6 customer accounts.
2. Billed 3,280 water customers and 3,403 sewer customers.

Gallons Billed (in thousands):

| | YTD 2018 | YTD 2017 | YTD 2016 | YTD 2015 | YTD 2014 | Average |
|------------------------|-------------|-------------|-------------|-------------|-------------|---------|
| Residential | 43,100 | 42,250 | 40,885 | 41,986 | 42,634 | 42,171 |
| Commercial | 64,235 | 69,648 | 64,879 | 65,604 | 65,012 | 65,876 |
| Industrial | 78,931 | 64,237 | 57,400 | 64,407 | 71,780 | 67,351 |
| Public Authority | 2,105 | 2,143 | 2,734 | 3,531 | 2,718 | 2,646 |
| Wholesale | 209,286 | 207,796 | 206,247 | 228,947 | 225,649 | 215,585 |
| Total | 397,657 | 386,074 | 372,145 | 404,475 | 407,793 | 393,629 |
| % Change to Prior Year | 3.0% | 3.7% | -8.0% | -0.8% | N/A | |
| % Change to Average | 1.0% | -1.9% | -5.5% | 2.8% | 3.6% | |

New Customers:

| | YTD 2018 | YTD 2017 | YTD 2016 | YTD 2015 | YTD 2014 | Average |
|------------------|-------------|-------------|-------------|-------------|-------------|---------|
| Residential | 9 | 0 | 6 | 5 | 6 | 5.2 |
| Commercial | 5 | 3 | 0 | 1 | 1 | 2.0 |
| Industrial | 0 | 0 | 0 | 1 | 0 | 0.2 |
| Public Authority | 0 | 0 | 0 | 0 | 0 | - |
| Wholesale | 0 | 0 | 0 | 0 | 0 | - |
| Total | 14 | 3 | 6 | 7 | 7 | 7.4 |

New Commercial Customers (YTD 2018):

Drexel Square Hotel and HSI Drexel Ridge (3 accounts), Storage Shop USA

ENGINEERING OPERATIONS

February 2018

Water Quality Improvement Project

The final Value Engineering (VE) Report was produced and submitted as required by the PSC's order to re-open the construction authorization case. General Manager Sullivan, Utility Engineer Pritzlaff, and Tony Meyers are all producing initial comments due to be submitted to the PSC no later than March 9. There will be an additional comment period for all parties following that submittal due on March 16.

| Date | Action |
|----------------|------------------------------|
| March 9, 2018 | Initial Comments on VE Study |
| March 16, 2018 | Reply Comments on VE Study |
| March 30, 2018 | Errata Testimony |
| April 3, 2018 | Public Hearing |
| April 12, 2018 | Party Briefs |

Based on the results of the implementation meeting, comments on the final VE report will consist of discussing VE alternatives that the Utility rejected, those it accepted, and those for which further study was warranted. For items in which further study was warranted, CH2M assisted in the technical evaluation of those alternatives in order to provide Utility management the basis for which to make an informed decision. Their technical evaluation included structural, architectural, and estimates of cost.

Puetz Road Water Main Relay

The purpose of this expedited project is to construct new 12" PVC water main to replace the existing deteriorated 12" ductile iron water main in East Puetz Road from STH 32 east to the railroad tracks. Design work for this project is complete. The project is currently being advertised with a bid opening scheduled for March 9.

2017 Sanitary Sewer Rehabilitation

This project will begin in approximately two weeks with televising and lining select segments of sanitary sewer pipe throughout the City of Oak Creek. Spot repairs and full relays in which excavation is required will begin the first week in April.

South 13th Street Utility Modifications

This project consists of moving fire hydrants in order to mitigate conflicts with new road construction on 13th Street between Rawson Avenue and Drexel Avenue. The Utility has bid and awarded a project to Cornerstone Plumbing. They will likely begin the project in the next three weeks in order to complete the project ahead of the planned road work.

Fed Ex Development

Construction for the Fed Ex development, located just north of Opus Drive, is on-going. Sanitary sewer work is complete. The Utility anticipates that the water main work will begin in approximately two weeks. As part of the project, the developer will be completing the water main loop between the dead end at Opus Drive and Oakwood Road.

DISTRIBUTION & COLLECTION OPERATIONS

February 2018

Water Main Breaks:

On February 9th the Utility had a report of a water main break at 8:15 pm at 9052 South Annette Place. A crew was called in to repair a 6" CIP installed in 1961. When the crew excavated the water main, they found a circumferential break.

On February 12th the Utility had a report of a water main break at 3973 East High Street. A crew was sent to investigate. On February 13th a crew was sent to repair the 6" CIP water main. When the crew excavated the main, a circumferential break was found. This main was installed before 1939.

On February 13th at 10:30 pm the Utility had a report of a water main break at 8251 South Verdev Drive. A crew was called in to repair an 8" CIP installed in 1962. When the crew excavated the main, a circumferential break was found.

Fire Hydrant Repairs:

On February 7th a crew was sent to 9716 South Wintergreen Drive to repair a hydrant hit by a city snow plow truck.

On February 15th a crew was sent to 2200 West Rawson Avenue to repair a hydrant hit by a county snow plow truck.

On February 21st a crew was sent to 8031 South Market Street to repair a hydrant that would not shut off. The break-away coupler on the hydrant stem was broken.

On February 22nd a crew was sent to 6665 South Howell Avenue to repair a hydrant that was hit. No police report was obtained to date.

On February 22nd a crew was sent to 4107 East Studio Lane to repair a hydrant that was hit. No police report was obtained to date.

Miscellaneous:

On February 6th and 7th Distribution Manager Schwartz attended the WIAWWA Distribution Expo in Wisconsin Dells.

On February 6th Utility Service Workers Price, Struebing, Pier and Maughan attended the WIAWWA Expo in the Wisconsin Dells. Utility Service Worker Maughan competed in Meter Madness taking 4th place.

On February 7th Utility Service Workers Allard, Flatow, Volbrecht, Proeber and Construction Coordinator Ricker attended the Wisconsin AWWA Expo in the Wisconsin Dells. Utility Service Workers Allard, Flatow, Proeber and Ricker competed in Hydrant Hysteria. Proeber and Ricker took 4th place and Allard and Flatow took 5th place.

PLANT OPERATIONS

February, 2018

| PUMPAGE REPORT | 2018 (pumpage in gallons) | 2017 (pumpage in gallons) | Percentage of Change |
|-----------------------|----------------------------------|----------------------------------|-----------------------------|
| Monthly pumpage | 185,140,000 | 182,870,000 | +1.2 |
| Monthly average day | 6,612,000 | 6,531,000 | +1.2 |
| Monthly peak day | (2/4/18) 9,010,000 | (2/20/17) 7,850,000 | +14.8 |
| Yearly pumpage | 395,821,000 | 383,390,000 | +3.2 |
| Yearly average day | 6,709,000 | 6,498,000 | +3.2 |
| Yearly peak day | (2/4/18) 9,010,000 | (2/20/17) 7,850,000 | +14.8 |
| West zone pumpage | 84,040,000 | 88,140,000 | -4.7 |

| WATER QUALITY REPORT | Raw Water | Finished Water |
|-----------------------------|------------------|-----------------------|
| Average free chlorine | | 1.60 mg/l |
| Total chlorine | | 1.77 mg/l |
| Average alkalinity | 108.4 mg/l | 109 mg/l |
| Average pH | 8.2 | 8.1 |
| Average fluoride | 0.10 mg/l | 0.72 mg/l |
| Average turbidity | 2.55 N.T.U. | 0.04 N.T.U. |
| Average temperature | 34.6°F | |
| Hardness | 137 mg/l | 137 mg/l |

Preventative Maintenance Tasks: Staff completed 128 preventative maintenance tasks and 2 safety sessions during the month.

Value Engineering Study: Plant Manager Francis participated in the value engineering implementation and decision meeting held on the 6th of the month.

Updates: Staff worked on updating SOP's, equipment files and equipment identification numbering during the month.

Task Distribution

